

TOWN OF ELTON, LOUISIANA
PLAN FOR SUPERVISION OF TRANSACTIONS BETWEEN TOWN AND TONY'S
SUPER FOODS

WHEREAS, the Town of Elton, Louisiana is a municipality with a population of less than 1,500 people, and

WHEREAS, the Town seeks to acquire supplies to run the daily operations of the Town (ice, cleaning supplies, etc.) and

WHEREAS, there exists only one grocery store within the corporate limits from which to purchase such supplies and this store (Tony's Super Foods) is owned by the recently elected mayor Roger "Tony" Laughlin, and

WHEREAS, the Board of Ethics for elected officials of the State of Louisiana (herein referred to as "The Board of Ethics") has established procedures by which a town may purchase supplies from vendors which are owned or partially owned by an elected official,

NOW THEREFORE BE IT RESOLVED, that the Town of Elton adopt the following plan with regards to purchases made from Tony's Super Foods, and submit it to The Board of Ethics for approval:

1. The mayor or a member of the municipal governing authority ("elected official"), or a legal entity in which the elected official has a controlling interest, may enter into transactions under the supervision or jurisdiction of the municipality only pursuant to this plan.
2. The elected official must immediately recuse himself from acting in his governmental capacity in any matters affecting the transaction and file quarterly affidavits concerning such recusal with the municipal clerk and with the Board of Ethics. The affidavit shall set out the name and address of the elected official, the name and population of the municipality, and a description of the transaction that occurred during the preceding quarter. The affidavit shall be filed with the municipal clerk and the Board of Ethics on or before the end of the month following the expiration of the quarter, namely, the affidavit for the months of January, February, March shall be filed by April 30 of given year, the months of April, May and June shall be filed by July 31 of given year, July, August and September shall be filed by October 31, of given year and October, November, December shall be filed by January 31 of given year.
3. After recusal, purchase requisitions or orders regarding the transaction must be signed by the municipal clerk and payment for the transaction must be made by check signed by the municipal clerk or treasurer and the mayor or a member of the board of aldermen who is not involved in the transaction. All payments of bills are authorized by the Town Council.
4. No monthly transactions between the Town and the store will exceed \$250.00 and the yearly expenditures will not exceed \$2,500.00, so public bidding will not be required, however, the Town reserves the right to seek at least three (3) telephone or three (3) facsimile quotations, or a combination of three (3) quotes confirmed by written quotations, at the discretion of the Town Council, for any and all proposed transactions between the Town and Tony's Super Foods should it appear that the purchases may exceed \$250.00 or \$2,500.00 for any one calendar year. However, in the case of an emergency, no quotations shall be required, provided the Mayor recuses himself from the transaction and files an affidavit, as provided in Section 2 hereof, within three (3) days of the occurrence of the transaction.

"Emergency", for the purposes of this resolution, shall mean an unforeseen mischance involving the destruction of property or the injury of life or the threat of such destruction or injury requiring immediate action in the form of construction or repair.

ADOPTED BY THE TOWN OF ELTON, this 11 day of September, 2000, in ELTON, LOUISIANA BY A VOTE OF 4 FOR AND 0 AGAINST.

In Favor

Against

Clarence Lemoine, Jr.

None

Mary Woods

George Foster

Durifey Fontenot, Jr.

Abstentions

Sherman Ortego

ATTEST:

STATE OF LOUISIANA
PARISH OF JEFFERSON DAVIS

Loy D. Leger
MAYOR

I hereby certify that the above is a true and correct copy of a resolution adopted at the regular meeting of the Elton Mayor and Town Council on September 11, 2000 at which meeting a quorum was present and voting.

Arnell Acosta
CITY CLERK